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DD/A Registry

87-3183/2

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

DCI Area New Communications Services Requirements, FY1987 through FY1991

FROM:

DDA
7D18 Hdqrs.

EXTENSION

NO.

DATE

30 OCT 1984

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.
Executive Director
7E12 Hdqrs.

2.

3.

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13.

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15.



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84-3183/2

30 OCT 1984

MEMORANDUM FOR: Executive Director

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: DCI Area New Communications Services
Requirements, FY1987 through FY1991

1. For FY1987, as in previous years, the CIA Office of Communications will continue to program and budget for those services, with some modest increases, included in its base program. We recognize that DCI Area activities may have requirements for communications services in addition to those currently being satisfied. To assist you and OC in planning for these services, please identify to the Office of Communications those needs for enhanced or new communications services. OC will cost these requirements and return to you information that should be included in your program proposal for FY1987-91.

2. Your requirements for enhanced levels of services or for communications services for new initiatives should be submitted to the Office of Communications by 14 December 1984 in the format outlined in the attachment to this memorandum. Receiving your needs by this date will provide OC with sufficient time to prepare and forward to you cost estimates for the new requirements in time for you to include in your submission to the Comptroller. Please provide your requirements in prioritized order by program year.

3. Standard communications services (black telephone, secure voice, and a wide range of secure data transmission equipment) required for the new headquarters building is programmed in the new headquarters building support initiative. However, any special or unique communication needs for the new building over and above the standard services are to be programmed by the operating component. These "special" services need to be identified in your submission to OC on 14 December 1984.

4. The new communications requirements activity is being coordinated within OC by the Management and Liaison Staff/

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FY1987 through FY1991

Requirements and Analysis Group. If you have any questions,
please call [redacted] As in
past years, OC representatives are prepared to assist members of
your staffs with the new requirements as necessary.

STAT

STAT

[redacted]
Harry E. Fitzwater

Attachment:
As stated

cc: O/Compt/AG, w/att.

(Classify)
S A M P L E

REQ. NUMBER:

OFFICE RANK:

OFFICE:

TITLE:

Please check type of New Communications Service.

_____Enhanced communications to existing capabilities.

_____Communications services for Ongoing Initiatives.

_____Communications services for New Initiatives.

REQUIREMENT:

JUSTIFICATION:

TIME REQUIREMENT:

IMPACT OF LACK OF SERVICE ON OTHER PROGRAMS:

CONTACT:

Name:

Office:

Telephone: 33-XXXX Secure

S A M P L E